


*Charles D. Kelly* Principal

# SPENCER'S BUSINESS SCHOOL

(Established 1889)

**INDIVIDUAL INSTRUCTION**

Bookkeeping  
Stenography  
Typewriting  
Telegraphy  
Business English  
Commercial Arithmetic



THE MACHINE YOU  
WILL EVENTUALLY BUY

**SPECIAL CLASSES**

Tutoring  
Penmanship  
Correspondence  
Civil Service  
Commercial Teaching  
Dictaphone Dictation

TELEPHONE, 1127-W

Wall and John Streets, Kingston, N. Y. Jan. 19, 1914.

Mr. James A. Rolfe,

Clifton Springs, N. Y.

Dear Friend:

Will drop you a few lines to let you know that I am in this town. I looked for a letter from you this morning, and I came down just as I told you I would. I thought maybe you would wait till you heard from me before you wrote.

They have a large order here, I think I will go over some night. They also have two large Sanitariums here in the city.

It has been awful cold here lately, but is some warmer today. Hoping to hear from you soon.

Yours truly,

J. J. Stevens,

c/o Spencer's School.







Spencer Business School  
Typewritten

1914